

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 5131

TITLE: PUBLIC WORKS-ENVIRONMENTAL SERVICES MANAGER

GRADE: S-31

DEFINITION:

Under general direction, serves as chief of a large field operations or technical services branch coordinating and supervising the work of supervisors and employees in a variety of technical and trades occupations engaged in the operation and maintenance of environmental services programs such as: gravity sewers, pumping stations, wastewater plant maintenance, solid waste and recyclables management operations ; and stormwater maintenance/construction operations; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

This class serves as a branch chief in an Environmental Services agency having responsibility for a distinct functional area.

ILLUSTRATIVE DUTIES:

Manages and directs (including budget and staff) the operation and maintenance for infrastructure systems including stormwater facilities, sanitary sewer pumping stations, force mains, pressure sewer systems, flow metering stations, and odor control facilities, air pollution control systems, leachate collection, groundwater monitoring, landfill gas collection, solid waste processing, and landfill design and construction;

Manages and directs (including budget and staff) the operation and maintenance of the County's sanitary and/or storm sewer systems;

Manages and directs (including budget and staff) all maintenance activities related to the County's wastewater treatment plant for process and non-process facilities including electrical, mechanical, instrumentation, building, and grounds;

Manages and directs (including budget and staff) operations and maintenance for solid waste and recyclables management programs or facilities;

Oversees supervisory staff to assure appropriate staff training and compliance with established policies and procedures;

Ensures that programs comply with federal and state environmental laws and regulations;

Anticipates impact of changes in environmental laws and regulations that affect County operations and develops plans to ensure compliance when they go into effect;

Recommends changes to the County Code and ensures the application of the code requirements;

Ensures that operations and work practices comply with all applicable federal and state safety regulations;

Establishes long term plans, policies, and procedures related to functional area;

Provides direction, oversight, and long range planning for environmental programs and major environmental contracts;

Reviews, develops, and approves response plans to natural disasters, hazardous waste, or environmental incidents;

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Coordinates and integrates emergency response programs with other County, state, and federal agencies;

Participates on the senior management team in establishing, administering, directing, and monitoring operations, management, and maintenance strategies;

Maintains cooperative and proactive alliances with vendors, citizens, environmental groups, County, state, and federal agencies.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of relevant environmental management technologies and processes, such as wastewater treatment, air pollution control, erosion/sediment control, environmental remediation, stormwater or solid waste collection, recycling and/or disposal as well as the environmental, social, and economic issues associated with these disciplines;

Knowledge of the principles, practices, and techniques relating to construction project management and contract administration;

Knowledge of methods and equipment used in stormwater management, wastewater pumping stations, wastewater gravity sewer system operation, maintenance, and rehabilitation, and/or treatment plant operation and maintenance, construction, and inspection; solid waste and recyclables processing, management and disposal;

Knowledge of methods and equipment used in sanitary sewer system operation, maintenance, and rehabilitation;

Knowledge of federal and state codes and ordinances which apply to building construction and environmental management in Fairfax County;

Knowledge of federal and state safety and environmental regulations pertaining to the agency and operation;

Ability to coordinate long-term, complex project plans;

Ability to determine appropriate technologies to facilitate conducting analytical and evaluative work;

Ability to implement greater effectiveness and efficiency through the introduction of existing or emerging technologies;

Ability to supervise professional and paraprofessional employees including delegating and reviewing work assignments, providing coaching and guidance, monitoring and evaluating performance, and supporting training and development planning.

EMPLOYMENT STANDARDS:

Any combination of education, training, and experience equivalent to graduation from an accredited college or university with a bachelors degree in environmental sciences, engineering, construction management, or related field; PLUS five years of progressively more responsible experience in a field appropriate to the assigned program area.

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CERTIFICATES AND LICENSES REQUIRED:

A valid driver's license may be required for some positions as identified to the Department of Human Resources.

Possession of a valid Virginia Wastewater Treatment Operator Class I license or the ability to obtain same within six months of appointment may be required for certain positions as identified to the Department of Human Resources.

Possession of a valid Virginia Waste Management Facility Operator Class I or II license or the ability to obtain same within six months of appointment may be required for certain positions as identified to the Department of Human Resources.

REVISED:	March 12, 2009
ESTABLISHED:	October 12, 2007